RESIDENTIAL PERMITS (GROUP 2 - Solars, Pools, Patio covers, Hardscape, Walls)

step 1. Please email* the following documents according to the permit type/work class***.

SOLAR	POOLS	PATIO COVERS		HARDSCAPE (GAS/ELECT.	WALLS (RETAINING/+6'H)
		CITY STANDARD	ENGINEERED	LINES)	WALLS (KETAINING/+6 H)
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DRAWING	SITE PLAN	SITE PLAN	SITE PLAN	SITE PLAN	SITE PLAN
STRUCTURAL CALCULATION (IF REQUIRED)	ENGINEERING	DRAWING	DRAWING	DRAWING	DRAWING
BLDG. PERMIT APPLICATION	DRAWING	CONSTRUCTION DETAILS (CITY STANDARD/HANDOUT)	ENGINEERING DESIGN AND CALCULATIONS	ELECT. PERMIT. APPLICATION	CONSTRUCTION DESIGN
	POOL PERMIT APPLICATION	BLDG. PERMIT APPLICATION	BLDG. PERMIT APPLICATION	PLUM. PERMIT APPLICATION	STRUCTURAL CALCULATION
					BLDG. PERMIT APPLICATION



in case of corrections

You'll receive the correction letter through an email. Please make the corrections, email the corrected documents back to us with a response to address the corrections.

in case of approval

Please go to step.3 (the payment information is included in the email).

step 3. please process the related payment (You'll receive an email from one of our permit technisians with permit/plan check number, total due amount, and invoice/invoice number).

Please mail or drop off a check** with 3 sets of plans (Min 11"x17") and calculation (letter size) along with a pre-paid/self addressed lable and Packaging if mailing.

100 Civic Centre Dr, Lake Forest, CA 92630 (attn:Building and Safety)

step 4. You'll receive the permit, inspection card, invoice and approved/stamped drawings/calculations through mail in the provided package or pickup spot.

Please keep the inspection card and approved set of plans available at the job site.

notes:

- * Please email the document to all three following email addresses: ccarden@lakeforestca.gov / rcrowell@lakeforestca.gov / yhoushyar@lakeforestca.gov
- ** Please include a copy of the invoice when mailing in checks.
- *** If your job work class is not among any of these categories, please contact the building counter at (949) 461-3470.